



MHSOAC Plan Review Process for Community Services and Supports, Workforce Education and Training, and Capitol Facilities/Technology

1. MHSOAC staff develop review criteria and a review tool for CSS (including Housing), WET, and Cap Facilities/IT. MHSOAC approves review criteria and review tool. Stakeholders are encouraged to give input.
2. MHSOAC staff and interested commissioners review plans. Members of the DMH Expert Pools of clients, family members and cultural competency experts may be retained to provide input regarding a plan.
3. MHSOAC staff reach agreement with DMH on a timetable that allows MHSOAC to provide comments and DMH to consider and respond to these comments.
4. Counties submit plans to DMH. DMH forwards copies to MHSOAC as quickly as possible to allow time for review and comments.
5. MHSOAC staff forward plans to all MHSOAC Commissioners, who can elect to participate in review and comment process for any plan. If more than two Commissioners choose to review a plan, the lead commissioners for that MHSA component determine which two will participate in the plan review meeting. Other interested commissioners submit their comments in writing in advance of the review meeting, using the approved review tool.
6. MHSOAC reviewers read and comment on plans.
7. MHSOAC reviewers meet to discuss comments and reach consensus.
8. MHSOAC staff consolidate comments for each plan into a single document.
9. MHSOAC Staff forward comments to DMH at least one week prior to the scheduled meeting of the DMH review team.
10. At conclusion of funding cycle, staff prepare report to MHSOAC to assess impact of comments and analysis of trends and issues revealed by cumulative review of plans.